

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

February 22, 2005

**CALL TO PODIUM:**

Fred Felton  
Assistant City Manager

**RESPONSIBLE STAFF:**

Fred Felton  
Assistant City Manager

**AGENDA ITEM:**  
(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
X	Public Hearing
	Historic District
	Consent Item
	Ordinance
	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	1-03-05
Advertised	2-9-05
Hearing Date	
Record Held Open	3-2-05
Policy Discussion	

**TITLE:**

Resolution of the Mayor and City Council to Amend Section 5 of the City Charter to Increase the Salary of Members of the City Council and to Amend Section 16 of the City Charter to Increase the Salary of the Mayor of the City of Gaithersburg

**SUPPORTING BACKGROUND:**

On June 7, 2004, the Mayor and City Council approved a resolution establishing the Ad Hoc Mayor and City Council Compensation Review Committee (known as Compensation Committee).

For your review, I have attached the Committee's final report and the supporting background material. The Committee's specific recommendations are as follows:

- That the City Council's salary be increased from \$6,000 per year to \$10,000 per year effective as new terms are created by City elections.
- That the Mayor's salary be increased from \$7,500 per year to \$12,500 per year when a new term is created by the City election.
- No change in health care benefits for the Mayor and City Council.
- To prevent such a large salary gap from developing in the future, the Compensation Committee strongly recommends that the Mayor and City Council appoint a compensation review committee of this nature every four years.
- That the Planning Commission's annual stipend be increased from \$240 per year to \$1,500 per year effective July 1, 2005.

(Continued on page 2)

**DESIRED OUTCOME:**

Staff recommends that the Mayor and City Council vote to hold the record open until 5:00 p.m. on March 2, 2005.

## **SUPPORTING BACKGROUND: (cont'd)**

During the October 4, 2004 Mayor and City Council meeting, the Compensation Committee presented its report to the Mayor and City Council. The Mayor and City Council directed staff to prepare a Charter Amendment for public hearing that would implement the Committee's recommendations.

Based on discussion during the October 4 meeting, staff has prepared two alternative Charter Amendments. Alternative One would stagger the Council's salary increases as new terms are created by elections: the holders of two Council seats would receive the increase in November of 2005, and the holders of the remaining three seats would not receive the increase until November of 2007. Alternative Two would make the salary increase for all five seats effective after the November 2007 election.

# The Gazette Newspapers

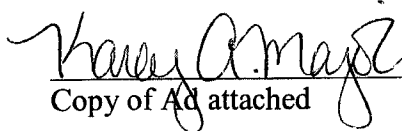
9030 Comprint Court, Gaithersburg, Maryland 20877, 301-670-2544

## CERTIFICATION OF PUBLICATION

THIS IS TO CERTIFY THAT THE ANNEXED LEGAL ADVERTISEMENT HAS BEEN PUBLISHED IN THE GAZETTE NEWSPAPERS FOR THE NUMBER OF INSERTIONS INDICATED BELOW.

### The City of Gaithersburg – Public Hearing 2/22/05 – Salary Adjustment

Gaithersburg Publishing Company

  
Copy of Ad attached



**KAREY A. MAJOR**  
Notary Public, State of Maryland  
Prince George's County  
My Commission Expires March 31, 2007

Ad Order Number: 10238454  
Dates: St: 2/9/05 End: 2/9/05 Ins: 1

#### NOTICE OF PUBLIC HEARING

The Mayor and City Council of the City of Gaithersburg will hold a public hearing on:

**TUESDAY**  
**February 22, 2005**  
**7:30 P.M.**

or as soon thereafter as it can be heard in the Council Chambers at City Hall, 31 South Summit Avenue, Gaithersburg, Maryland on the following:

**Resolution of the Mayor and City Council to Amend Sections 5 and 16 of the City Charter so as to Adjust the Salaries of the Mayor and City Council of Gaithersburg.**

Further information may be obtained from the City Manager's Office at City Hall, 31 South Summit Avenue between the hours of 8 a.m. and 5 p.m., Monday through Friday.

David B. Humpton  
City Manager

10238454

(2-9-05)

1984725

Resolution No. \_\_\_\_\_

RESOLUTION OF THE MAYOR AND CITY COUNCIL TO AMEND  
SECTION 5 OF THE CITY CHARTER TO INCREASE THE SALARY OF MEMBERS  
OF THE CITY COUNCIL AND TO AMEND SECTION 16 OF THE CITY CHARTER TO  
INCREASE THE SALARY OF THE MAYOR OF THE CITY OF GAITHERSBURG

WHEREAS, the Mayor and City Council appointed an Ad Hoc Mayor and City Council Compensation Review Committee on June 7, 2004; and

WHEREAS, the Mayor and City Council Compensation Review Committee thoroughly reviewed the compensation of elected officials in jurisdictions throughout Maryland and Virginia and found that the salaries of Gaithersburg's elected officials were significantly lower; and

WHEREAS, the Mayor and City Council Compensation Review Committee has recommended that the Mayor's salary be increased from \$7,500 per year to \$12,500 per year when a new term is created by the City's election and that the City Council's salary be increased from \$6,000 to \$10,000 per year as new terms are created by City elections:

NOW, THEREFORE, BE IT RESOLVED that Section 5 and Section 16 of the City Charter are hereby amended to read as follows:

**Sec. 5. Salary of Members of the Gaithersburg City Council.**

The members of the city council for the City of Gaithersburg, Maryland, shall be paid an annual salary of Six Thousand Dollars (\$6,000.00), except as hereinafter provided. Immediately after the November 2007 City election, the salary of members of the City council shall be increased to Ten Thousand Dollars (\$10,000.00).

**Sec. 16. Same--Salary.**

The mayor shall be paid an annual salary of Seven Thousand Five Hundred Dollars (\$7,500.00), except as hereinafter provided. The person elected to the office of mayor in 2005 shall receive an annual salary of Twelve Thousand Five Hundred Dollars (\$12,500.00) Anyone elected to the office of mayor after November 2005 shall receive an annual salary of Twelve Thousand Five Hundred Dollars (\$12,500.00).

ADOPTED by the City Council this 7th day of March, 2005.

\_\_\_\_\_  
SIDNEY A. KATZ, MAYOR  
and President of the Council

THIS IS TO CERTIFY that the foregoing  
Resolution was adopted by the City Council  
in public meeting assembled on the 7<sup>th</sup>  
day of March, 2005.

\_\_\_\_\_  
David B. Humpton, City Manager

Resolution No. \_\_\_\_\_

RESOLUTION OF THE MAYOR AND CITY COUNCIL TO AMEND  
SECTION 5 OF THE CITY CHARTER TO INCREASE THE SALARY OF MEMBERS  
OF THE CITY COUNCIL AND TO AMEND SECTION 16 OF THE CITY CHARTER TO  
INCREASE THE SALARY OF THE MAYOR OF THE CITY OF GAITHERSBURG

WHEREAS, the Mayor and City Council appointed an Ad Hoc Mayor and City Council Compensation Review Committee on June 7, 2004; and

WHEREAS, the Mayor and City Council Compensation Review Committee thoroughly reviewed the compensation of elected officials in jurisdictions throughout Maryland and Virginia and found that the salaries of Gaithersburg's elected officials were significantly lower; and

WHEREAS, the Mayor and City Council Compensation Review Committee has recommended that the Mayor's salary be increased from \$7,500 per year to \$12,500 per year when a new term is created by the City's election and that the City Council's salary be increased from \$6,000 to \$10,000 per year as new terms are created by City elections:

NOW, THEREFORE, BE IT RESOLVED that Section 5 and Section 16 of the City Charter are hereby amended to read as follows:

**Sec. 5. Salary of Members of the Gaithersburg City Council.**

The members of the city council for the City of Gaithersburg, Maryland, shall be paid an annual salary of Six Thousand Dollars (\$6,000.00), except as hereinafter provided. Council members elected to office in the calendar year 2005 shall receive an annual salary of Ten Thousand Dollars (\$10,000.00) for the term commencing November 2005. Council members elected to office in the calendar year 2007 shall receive an annual salary of Ten Thousand Dollars (\$10,000.00) for the term commencing in November of 2007. Council members elected anytime after November 2007 shall receive an annual salary of Ten Thousand Dollars (\$10,000.00).

**Sec. 16. Same--Salary.**

The mayor shall be paid an annual salary of Seven Thousand Five Hundred Dollars (\$7,500.00), except as hereinafter provided. The person elected to the office of mayor in 2005 shall receive an annual salary of Twelve Thousand Five Hundred Dollars (\$12,500.00) Anyone elected to the office of mayor after November 2005 shall receive an annual salary of Twelve Thousand Five Hundred Dollars (\$12,500.00).

ADOPTED by the City Council this 7<sup>th</sup> day of March, 2005.

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SIDNEY A. KATZ, MAYOR  
and President of the Council

THIS IS TO CERTIFY that the foregoing  
Resolution was adopted by the City Council  
in public meeting assembled on the 7<sup>th</sup>  
day of March, 2005.

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David B. Humpton, City Manager

Final Report of the Ad Hoc Mayor and City Council  
Compensation Review Committee  
September 28, 2004

**Background**

On June 7, 2004 the Mayor and City Council approved a resolution establishing the Ad Hoc Mayor and City Council Compensation Review Committee (known as Compensation Committee). The resolution asked the Committee to "review information and data concerning the compensation of elected officials of other jurisdictions in the region and the work load of the Mayor and City Council, and to provide recommendations to the Mayor and City Council as to whether any adjustments are appropriate by August 31, 2004."

Prior to the Compensation Committee's first meeting, staff compiled salary information from many jurisdictions in Maryland and Northern Virginia. Additionally, staff provided the Committee with the FY'01 Maryland Municipal League *Municipal Elected Officials Compensation Survey*, and the University of Maryland Institute for Governmental Service FY'03 *Compensation Survey of Maryland Local Governments*. Finally, staff provided a copy of the City of Rockville's memorandum that highlights their Compensation Commission's March 31, 2003 recommendations. For the Mayor and City Council's review, copies of these documents are attached as enclosures one, two, three, and four.

On July 8, 2004, the Compensation Committee held its first meeting. During the course of this meeting, the Compensation Committee noted that the last Mayor and City Council salary increase was approved by resolution in 1997. Additionally, the Compensation Committee was informed that no salary increases are allowed by State law to take place until new Mayor and City Council terms are created by the November 2005 and November 2007 elections. The Compensation Committee reviewed the surveys discussed in paragraph two above, and decided it would be appropriate to look closer at the compensation structures and duties of the elected officials in Maryland's ten largest jurisdictions and appropriate jurisdictions in Northern Virginia.

To assist in their review of Mayor and City Council duties, the Compensation Committee asked staff to provide data on what official meetings and other functions the Mayor and City Council were scheduled to attend in FY'04. It was noted that the Mayor and all of the City Council Members currently serve on one or more intergovernmental committee that include Maryland Municipal League committees, Council of Government committees, and National League of Cities committees. Additionally, it was noted that many members have served on Ad Hoc Committees such as the state-wide Lighting Task Force, the Bi-County Gang Task Force, and the Montgomery County Childcare Commission. After a brief discussion, the Compensation Committee unanimously agreed that service on intergovernmental committees should be considered an official function of the elected official.

While Planning Commission compensation was not included in the Compensation Committee's charge, a committee member noted that Planning Commissioners annual stipend was only \$240 and that the stipend had not been increased in many years. Given the importance of the Planning Commission's work and the significant time commitment, the Compensation Committee agreed that they should consider a recommendation on Planning Commission compensation, and asked staff to provide data on the Commission's official duties and comparison data with the compensation of Planning Commissions in other comparable cities.

Pursuant to the Compensation Committee's request, staff surveyed the ten largest municipalities in Maryland and several from Northern Virginia to provide additional information on elected officials duties and compensations. Additionally, at the request of the Committee, staff compiled a list of Mayor and City Council activities for FY'04. To assist in the Compensation Committee's discussion on the Planning Commission's salary, the Planning staff compiled information on Planning Commission compensations in other local jurisdictions. For the Mayor and City Council's review, this data has been included as enclosure numbers five, six, and seven.

The Compensation Committee met again on July 27, 2004 to discuss the Mayor and City Council's official duties and to review the compensation of the other major municipalities in Maryland and Northern Virginia. The Compensation Committee noted that the Mayor and City Council members attended fifty-four formal evening meetings during FY'04 that include regular Mayor and City Council meetings, Mayor and City Council worksessions, special Master Plan meetings, and joint meetings with neighboring jurisdictions. The Compensation Committee also noted that the Mayor and most Council Members attended approximately twenty City special events or official City functions in FY'04. Finally, the Compensation Committee noted that the Mayor and some Council Members participated in quasi official events several times a week such as Chamber of Commerce meetings, groundbreakings, and intergovernmental activities.

After review of the more detailed compensation surveys of the largest Maryland jurisdictions, the Compensation Committee noted that compensation for Gaithersburg's Mayor and City Council and Planning Commission was significantly lower than many similar jurisdictions including Annapolis, Bowie, Frederick, Hagerstown, Rockville, and Salisbury. With respect to fringe benefits for part-time elected officials, the Compensation Committee noted that Gaithersburg's benefits were generally similar to the other larger municipalities except that two municipalities subsidized health care costs for its part-time elected officials at the same rate as their full-time staff was subsidized.

Like a number of jurisdictions, the Mayor and City Council of Gaithersburg may participate in the City's healthcare plan under current law; however, they are required to pay 100 percent of the cost of this plan. The Compensation Committee discussed the possibility of recommending that the law be amended to permit the Mayor and City Council members to continue participating in the group plan paying 100% of the cost after they left office; however, no consensus was reached on this issue.



The Compensation Committee spent significant time discussing whether or not Mayor and Council salaries should be automatically adjusted on an annual basis based on the Consumer Price Index; however, the Compensation Committee ultimately decided against this because automatic annual increases may be opposed by the general public.

### **Recommendation**

Based on the level of responsibilities and a comparison with similar jurisdictions, the Compensation Committee has unanimously determined that the Mayor and City Council of Gaithersburg are severely under compensated; however, the Compensation Committee notes with pride that Gaithersburg's elected officials do not seek public office for personal financial gain and that the City is historically very conservative financially.

The Committee is proposing what it believes to be modest salary adjustments in the hope that the Mayor and City Council will approve its recommendations as submitted.

Accordingly, the Compensation Committee unanimously recommends the following:

- That the City Council's salary be increased from \$6,000 per year to \$10,000 per year effective as new terms are created by City elections.
- That the Mayor's salary be increased from \$7,500 per year to \$12,500 per year when a new term is created by the City election.
- No change in health care benefits for the Mayor and City Council.
- To prevent such a large salary gap from developing in the future, the Compensation Committee strongly recommends that the Mayor and City Council appoint a compensation review committee of this nature every four years.
- That the Planning Commission's annual stipend be increased from \$240 per year to \$1,500 per year effective July 1, 2005.

Respectfully submitted,

Yale Wiesberg, Chairman  
Elizabeth Harvill, Vice Chair  
Donna Hanner  
David Hondowicz  
Julius Persensky  
Cathy Salgado

### **Enclosures**

1. Compensation Survey of Local Governments
2. MML FY'01 Compensation Survey
3. Compensation Survey of Maryland Local Governments dated December 2002
4. City of Rockville Memorandum dated April 2, 2003
5. Compensation Survey of Maryland's Ten Largest Cities as of July 15, 2004
6. FY'04 Mayor and City Council Activities
7. Planning Commission Compensation Survey of Local Jurisdictions

## COMPENSATION SURVEY OF MARYLAND LOCAL GOVERNMENTS

MUNICIPALITIES	POPULATION 2000 CENSUS	CITY COUNCIL ANNUAL SALARY	MAYOR ANNUAL SALARY
Annapolis	35,000	\$12,000 (PT)	\$65,000 (FT)
Bowie	50,269	\$8,679 (PT)	\$13,971 (PT)
College Park	24,657	\$4,000 (PT)	\$6,000 (PT)
Frederick	52,767	\$13,000 (PT)	\$65,000 (FT)
Friendship Heights	5,000	No Salary - Volunteer	No Salary - Volunteer
Gaithersburg	52,613	\$6,000 (PT)	\$7,500 (PT)
Greenbelt	21,456	\$5,000 (PT)	\$6,000 (PT)
Hagerstown	36,687	\$8,000 (PT)	\$28,000 (FT)
Kensington	1,873	\$2,500 (PT)	\$8,000 (PT)

## COMPENSATION SURVEY OF MARYLAND LOCAL GOVERNMENTS

MUNICIPALITIES	POPULATION 2000 CENSUS	CITY COUNCIL ANNUAL SALARY	MAYOR ANNUAL SALARY
LaPlata	6,551	\$8,000 (PT)	\$12,000 (PT)
Laurel	19,960	\$4,000 (PT)	\$10,000 (PT)
Ocean City	7,173	\$10,000/\$11,000 (PT)	\$30,000 (PT)
Rockville	47,388	\$13,200 (PT)	\$16,421 (PT)
Salisbury	23,473	\$10,833 (PT)	\$21,666 (FT)
Takoma Park	17,299	\$3,800 (PT)	\$5,000 (PT)

## COMPENSATION SURVEY OF VIRGINIA LOCAL GOVERNMENTS

MUNICIPALITIES	POPULATION 2000 CENSUS	CITY COUNCIL ANNUAL SALARY	MAYOR ANNUAL SALARY
Alexandria	123,200	\$27,500 (PT)	\$30,500 (PT)
Leesburg	28,500	\$8,000 (PT)	\$8,500 (PT)

F-101

# MML MUNICIPAL ELECTED OFFICIALS COMPENSATION SURVEY

<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
Aberdeen	13,207	\$10,000	\$7,500	
Accident	368	\$30/mtg.	\$20/mtg.	
Annapolis	33,301	\$52,000	\$8,500	
Baltimore	657,545	\$125,000	\$48,000	\$80,000
Barclay	190	0	0	
Barnesville	182	0	0	
Barton	481	\$600	\$600	
Bel Air	9,374	\$5,000	\$3,500	
Berlin	3,082	\$5,000	\$2,000	
Berwyn Heights	3,153	\$2,400	\$1,800	
Betterton	376	\$1,200	\$600	
Bladensburg	8,599	\$6,000	\$4,800	
Boonsboro	2,525	\$3,600	\$1,200	
Bowie	40,329	\$13,465	\$8,365	
Brentwood	3,161	\$2,400	\$1,680	
Brookeville	57	0	0	
Brookview	64	\$100	0	
Brunswick	6,163	\$9,600	\$3,600	
Burkittsville	228	\$400	\$200	
Cambridge	10,920	\$12,000	\$10,000	
Capitol Heights	3,863	\$4,200	\$3,600	

<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
Cecilton	543	\$600	\$300	
Centreville	2,035	\$2,500	\$2,500	
Charlestown	760	0	0	
Chesapeake Beach	3,237	0	0	
Chesapeake City	797	\$3,600	\$900	
Chestertown	4,440	\$5,000	\$2,000 plus \$75/special mtg.	
Cheverly	6,407	\$1,200	\$800	
Chevy Chase	2,861	0	0	
Chevy Chase Sec 3	750	0	0	
Chevy Chase Sec 5	675	0	0	
Chevy Chase View	909	\$25/meeting	\$25/meeting	
Chevy Chase Village	2,231	0	0	
Church Creek	108	0	0	
Church Hill	518	0	0	
Clear Spring	392	\$1,200 \$960 (vice-myr.)	\$720	
College Park	25,449	\$6,000	\$4,000	
Colmar Manor	1,311	\$4,200	\$3000	
Cottage City	1,304	\$1,200	\$1,200	
Crisfield	2,734	\$3,000 \$2,200 (vice-myr.)	\$2,000	
Cumberland	21,888	\$7,200	\$4,800	
Deer Park	447	\$75/mtg.	\$10/mtg.	

<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
Delmar	1,672	\$2,000 \$1,200 (dpty.myr.)	\$1,000	
Denton	2,964	\$1,500	\$1,000	
District Heights	7,176	\$4,200	\$3,000	
Eagle Harbor	39	0	0	
East New Market	143	\$1,500	\$1,200	
Easton	10,460	\$8,500	\$5,000	\$6,000
Edmonston	1,269	\$1,800	\$1,200	
Eldorado	49	0	0	
Elkton	10,589	\$8,000	\$7,200	
Emmitsburg	2,185	\$4,600	\$3,150	
Fairmount Heights	1,297	\$1,200	\$450	
Federalsburg	2,524	\$2,000	\$1,000	
Forest Heights	3,072	\$2,600	\$1,000	
Frederick	46,860	\$62,057	\$12,412	
Friendship Heights	5,000	0	0	
Friendsville	605	\$30/mtg.	\$15/mtg.	
Frostburg	7,780	\$3,000	\$2,400	
Fruitland	3,726	\$1,250	\$1,000	
Funkstown	1,100	0	0	
Gaithersburg	45,707	\$7,500	\$6,000	
Galena	439	\$1,200	\$300	
Galestown	120	0	0	
Garrett Park	950	0	0	

<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
Glen Echo	249	0	0	
Glenarden	5,382	\$4,800	\$3,600	
Goldsboro	174	0	0	
Grantsville	520	\$3,000	\$30/mtg.	
Greenbelt	21,895	\$6,000	\$5,000	
Greensboro	1,449	\$1,200	\$800	
Hagerstown	34,419	\$28,000	\$8,000	
Hampstead	3,067	\$4,800	\$2,400	
Hancock	1,872	\$800 plus \$25/spec. mtg.	\$600 plus \$25/ spec. mtg.	
Havre de Grace	10,352	\$5,200	\$2,400	
Hebron	718	\$696	\$504	
Henderson	72	\$15/mtg.	\$15/mtg.	
Highland Beach	106	0	0	
Hillsboro	153	\$12	\$12	
Hurlock	1,816	\$12,000	\$8,000	
Hyattsville	14,700	\$5,700	\$3,800	
Indian Head	3,823	\$3,000	\$2,500	
Keedysville	503	\$120	\$30	
Kensington	1,840	\$8,000	\$2,500	
Kitzmillier	275	\$1,440	\$480	
Landover Hills	1,700	\$2,100	\$1,200	
La Plata	6,570	\$6,000	\$4,000	

<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
Laurel	18,608	\$10,000	\$4,000	\$4,000
Laytonsville	267	0	0	
Leonardtwn	1,474	0	0	
Loch Lynn Heights	482	\$360	\$240	
Lonaconing	1,051	\$1,800	\$1,500	
Luke	156	\$4,800	\$2,400	
Manchester	3,322	\$1,200	\$500	
Mardela Springs	372	\$25/mtg. max \$300	\$20/mtg. max \$240	
Martin's Additions	875	0	0	
Marydel	135	0	0	
Middletown	2,222	\$6,000	\$2,400	
Midland	534	\$1,100	\$700	
Millington	417	0	0	
Morningside	1,316	\$600	\$360	
Mountain Lake Park	2,040	\$100/mtg.	\$50/mtg.	
Mount Airy	5,226	\$7,500	\$2,800	
Mount Rainier	8,420	\$3,400	\$2,400	
Myersville	900	\$4,200	\$45/mtg.	
New Carrollton	12,858	\$4,800	\$3,000	\$1,200
New Market	449	0	0	
New Windsor	864	\$1,200	\$30/mtg.	
North Beach	1,461	\$18,000	0	



<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
North Brentwood	536	\$2,027	\$1,299	
North Chevy Chase	2,018	0	0	
North East	2,135	0	0	
Oakland	1,795	\$3000	\$1,200	
Oakmont	180	\$500	\$500	
Ocean City	5,148	\$30,000	\$10,000	\$11,000
Oxford	704	\$2,000	\$2,000	
Perryville	2,756	0	0	
Pittsville	637	0	0	
Pocomoke City	4,091	\$2,500	\$2,000	
Poolesville	4,132	0	0	
Port Deposit	736	0	0	
Port Tobacco	41	0	0	
Preston	493	\$1,200	\$1,000	
Princess Anne	1,914	\$1,500	\$1,500	
Queen Anne	227	\$55/ reg. mtg.	\$55/ reg.mtg.	
Queenstown	491	0	0	
Ridgely	1,219	\$1,000	\$1,000	
Rising Sun	1,427	\$20/mtg.	\$20/mtg.	
Riverdale Park	5,127	\$4,800	\$2,400	
Rock Hall	1,566	\$2,500	\$1,500	
Rockville	46,220	\$11,500	\$9,000	
Rosemont	315	0	0	

<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
Salisbury	20,900	\$10,000	\$5,000	\$6,000
Seat Pleasant	5,707	\$4,287	\$3,320	
Secretary	495	\$84	\$60	
Sharpsburg	624	\$300	\$30 plus \$2 per mtg.	
Sharptown	563	\$750	\$600	
Smithsburg	1,413	\$2,000	\$1,000	
Snow Hill	2,300	\$5,400	\$2,400	
Somerset	1,127	\$15,000	0	
St. Michaels	1,259	\$2,000	\$2,000	
Sudlersville	477	0	0	
Sykesville	2,725	\$4,000	\$600	
Takoma Park	18,002	\$5,000	\$3,800	
Taneytown	4,358	\$4,800	\$1,800	
Templeville	73 plus \$10/mtg.	\$300	\$300 plus \$10/mtg.	
Thurmont	4,148	\$8,000	\$4,000	
Trappe	1,088	\$400	\$400	
Union Bridge	1,044 plus \$20/mtg.	\$1,440	\$25/mtg.	
University Park	2,366	0	0	
Upper Marlboro	790	\$3,600	\$600	
Vienna Town	246	\$1,800	\$1,200	
Walkersville	5,111	\$12,500	\$1,500	

<u>Municipality</u>	<u>Population</u>	<u>Mayor</u>	<u>Council/Commission</u>	<u>Council Pres.</u>
Washington Grove	462	0	0	
Westernport	2,336	\$2,000	\$1,500	
Westminster	15,398	\$10,000	\$2,400	\$3,000
Willards	800	\$600	\$600	
Williamsport	1,978	\$3,000 \$1,800 (asst. mayor.)	\$2,100	
Woodsboro	613	\$3,000	\$1,500	

## Compensation Survey of Maryland Local Governments FY 2003

Compiled by

Victor K. Tervala  
and  
Clare E. Capotosto

Post-It <sup>®</sup> Fax Note	7671	Date	# of pages
To	Fred Felton	From	Jim Peck
Co./Dept.	Gaithersburg	Co.	MML
Phone #		Phone #	
Fax #		Fax #	

A Collaborative Project  
of  
Maryland Association of Counties  
Maryland Municipal League  
and  
Institute for Governmental Service  
Center for Applied Policy Studies  
University of Maryland, College Park

December 2002

1.

**MAYOR**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
<b><i>Municipalities</i></b>	
Aberdeen	\$10,000
Accident	\$360
Annapolis	\$65,000
Baltimore City	\$125,000
Barton	\$600
Berlin	\$5,000
Berwyn Heights	\$1,800
Betterton	\$1,200
Bladensburg	\$13,000
Boonsboro	\$0
Bowie	\$13,971
Brookeville	\$0
Brookview	\$100
Cambridge	\$12,000
Capitol Heights	\$4,800
Cecilton	\$600
Chesapeake City	\$3,600
Chestertown	\$5,000
Clear Spring	\$1,200
Colmar Manor	\$4,200
Cumberland	\$7,200
Deer Park	\$900
Delmar	\$2,000
Denton	\$1,500
District Heights	\$4,200
Easton	\$8,500
Eldorado	\$0
Elkton	\$7,515
Emmitsburg	\$8,000
Fairmount Heights	\$2,400
Frederick	\$65,069
Friendsville	\$720
Frostburg	\$3,000
Garrett Park	\$0
Goldsboro	\$0
Grantsville	\$3,000
Greensboro	\$1,200

Compensation Survey of Maryland Local Governments Fiscal Year 2003**MAYOR (CONTINUED FROM PREVIOUS PAGE)**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
Hagerstown	\$28,000
Hampstead	\$4,800
Hancock	\$800
Highland Beach	\$0
Hillshoro	\$12
Hurlock	\$12,000
Indian Head	\$3,000
Kensington	\$8,000
Kitzmiller	\$1,440
La Plata	\$12,000
Landover Hills	\$2,100
Laurel	\$10,000
Laytonsville	\$0
Leonardtown	\$0
Loch Lynn Heights	\$30 per meeting
Luke	\$6,000
Manchester	\$4,800
Marvdel	\$0
Middletown	\$6,000
Midland	\$1,100
Millington	\$0
Morningside	\$600
Mount Airy	\$5,000
Mountain Lake Park	\$1,800
Myersville	\$4,200
New Market	\$3,800
New Windsor	\$1,200
North East	\$0
Ocean City	\$30,000
Pocomoke City	\$2,500
Poolesville	\$0
Rising Sun	\$480
Riverdale Park	\$4,800
Rosemont	\$0
Salisbury	\$21,666
Secretary	\$84
Smithsburg	\$2,000
Snow Hill	\$2,400
Somerset	\$15,000
Sykesville	\$4,000

*Institute for Governmental Service***MAYOR (CONTINUED FROM PREVIOUS PAGE)**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
Taneytown	\$4,800
Templeville	\$420
Union Bridge	\$3,800
University Park	\$0
Vienna	\$1,800
Walkersville	\$12,500
Westernport	\$2,000
Westminster	\$10,000
Williamsport	\$6,800
Woodsboro	\$3,500

Compensation Survey of Maryland Local Governments. Fiscal Year 2003

2.

**PRESIDENT, MUNICIPAL COUNCIL/COMMISSION**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
<b>Municipalities</b>	
Aberdeen	\$7,500
Accident	\$240
Baltimore City	\$80,000
Barnesville	\$0
Bel Air	\$5,000
Berlin	\$2,000
Brookeville	\$0
Cambridge	\$10,000
Capitol Heights	\$4,200
Centreville	\$4,500
Charlestown	\$0
Chesapeake City	\$0
Chevy Chase Village	\$0
Chevy Chase Village Sec. 5	\$0
Church Hill	\$0
Clear Spring	\$960
Crofton	\$0
Easton	\$6,000
Emmitsburg	\$4,000
Fairmount Heights	\$1,200
Friendsville	\$360
Fruitland	\$1,250
Galestown	\$0
Highland Bench	\$0
Hillsboro	\$12
Hurlock	\$8,000
Kitzmiller	\$480
Laurel	\$4,000
Manchester	\$1,200
Mardela Springs	\$25 per meeting
Mount Airy	\$2,500
New Market	\$0
North East	\$0
Ocean City	\$11,000
Oxford	\$2,000
Pittsville	\$0
Poolesville	\$0
Preston	\$1,200



*Institute for Governmental Service***PRESIDENT, MUNICIPAL COUNCIL/COMMISSION (CONTINUED FROM PREVIOUS PAGE)**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
Princess Anne	\$1,500
Queen Anne	\$55 per meeting
Queenstown	\$0
Ridgely	\$1,000
Rosemont	\$0
Salisbury	\$6,000
Secretary	\$60
Sharptown	\$750
Snow Hill	\$1,800
St. Michaels	\$2,000
Sykesville	\$2,000
Taneytown	\$1,800
Thurmont	\$8,000
Trappe	\$400
Union Bridge	\$700
Westminster	\$3,000
Williamsport	\$6,200
Woodsboro	\$1,700

Compensation Survey of Maryland Local Governments: Fiscal Year 2003

3.

**MUNICIPAL COUNCIL MEMBER/COMMISSIONER**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
<b><i>Municipalities</i></b>	
Aberdeen	\$7,500
Accident	\$240
Annapolis	\$12,000
Baltimore City	\$48,000
Barnesville	\$0
Barton	\$600
Bel Air	\$3,500
Berlin	\$2,000
Berwyn Heights	\$1,800
Betterton	\$600
Bladensburg	\$4,800
Boonsboro	\$0
Bowie	\$8,679
Brookeville	\$0
Cambridge	\$10,000
Cecilton	\$300
Centreville	\$4,500
Charlestown	\$0
Chesapeake City	\$900
Chestertown	\$2,000
Chevy Chase Vjew	\$0
Chevy Chase Village	\$0
Chevy Chase Village Sec. 5	\$0
Church Hill	\$0
Clear Spring	\$720
Colmar Manor	\$3,000
Crisfield	\$2,500
Crofton	\$0
Cumberland	\$4,800
Delmar	\$1,200
Denton	\$1,000
District Heights	\$3,000
Easton	\$5,000
Eldorado	\$0
Elkton	\$6,682
Emmitsburg	\$4,000
Fairmount Heights	\$1,200

*Institute for Governmental Service***MUNICIPAL COUNCIL MEMBER/COMMISSIONER (CONTINUED FROM PREVIOUS PAGE)**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
	\$13,014
Frederick	\$360
Friendsville	\$2,400
Frostburg	\$1,000
Fruitland	\$0
Galestown	\$0
Garrett Park	\$0
Goldsboro	\$35 per meeting
Grantsville	\$800
Greensboro	\$8,000
Hagerstown	\$2,500
Hampstead	\$600
Hancock	\$0
Highland Beach	\$12
Hillsboro	\$8,000
Hurlock	\$2,500
Indian Head	\$2,500
Kensington	\$480
Kitzmiller	\$8,000
La Plata	\$1,200
Landover Hills	\$4,000
Laurel	\$0
Laytonsville	\$0
Leonardtown	\$20 per meeting
Loch Lynn Heights	\$3,000
Luke	\$1,200
Manchester	\$20 per meeting
Mardela Springs	\$0
Marydel	\$2,400
Middletown	\$800
Midland	\$0
Millington	\$360
Morningside	\$2,500
Mount Airy	\$900
Mountain Lake Park	\$540
Myersville	\$0
New Market	\$30 per meeting
New Windsor	\$0
North East	\$10,000
Ocean City	\$2,000
Oxford	

Compensation Survey of Maryland Local Governments: Fiscal Year 2003**MUNICIPAL COUNCIL MEMBER/COMMISSIONER (CONTINUED FROM PREVIOUS PAGE)**

<b>Jurisdiction</b>	<b>Annual Salary (Unless Otherwise Noted)</b>
Pittsville	\$0
Pocomoke City	\$2,000
Poolesville	\$0
Preston	\$1,000
Princess Anne	\$1,500
Queen Anne	\$55 per meeting
Queenstown	\$0
Ridgely	\$1,000
Rising Sun	\$480
Riverdale Park	\$2,400
Rosemont	\$0
Salisbury	\$10,833
Secretary	\$60
Sharptown	\$600
Smithsburg	\$1,000
Snow Hill	\$1,800
St. Michaels	\$2,000
Sudlersville	\$0
Sykesville	\$2,000
Taneytown	\$1,800
Templeville	\$420
Thurmont	\$4,000
Trappe	\$400
Union Bridge	\$700
University Park	\$0
Vienna	\$1,200
Walkersville	\$1,500
Westport	\$1,500
Westminster	\$2,400
Williamsport	\$5,000
Woodsboro	\$1,700



City of Rockville

## MEMORANDUM

April 2, 2003

**TO:** Mayor and Council

**FROM:** Claire F. Funkhouser, CMC, City Clerk/Treasurer

**SUBJECT:** Compensation Commission Meeting and Actions on March 31, 2003

This is to notify you that the Compensation Commission met in open session on Monday, March 31, 2003 at 7:10 p.m. in the City Manager's Conference Room, Rockville City Hall, to discuss the recommendation to the Mayor and Council contained in their report submitted to the City Clerk on March 26, 2003 and to reaffirm said recommendation.

Present at the meeting were all of the members of the Commission including Bridget Newton, Chair, Robert K. Wright, Charles Goldstein, Virginia Onley, and Stephen Edwards. In attendance were Claire F. Funkhouser, staff to the Commission, Sondra Block, Assistant City Attorney, and Neil Greenberger, Public Information Officer. Also present were Irwin Cohen and *Gazette* reporter Noelle Barton.

Discussion at the meeting included a recap of the events of the meeting on March 24, including statements from the members regarding the manner in which they formed their opinions, and the discussion leading up to the Commission's unanimous recommendation to the Mayor and Council, as contained in the March 25, 2003 report of the group.

After the discussion, Robert Wright made a motion to reaffirm the unanimous recommendation as stated in the report of the Commission of March 25, 2003, and originally voted on during the meeting on March 24, 2003, subsequent to the discussion at the open meeting held on March 31, 2003. The motion was seconded by Charles Goldstein and unanimously passed.

As reaffirmed by the Commission on March 31, 2003, the unanimous recommendation is as follows:

1. To increase the Mayor's annual monetary compensation from \$12,200 to \$25,000.
2. To increase the Councilmember's annual monetary compensation from \$9,550 to \$18,000.

Page 2  
April 2, 2003

3. That the request from the 2001 Compensation Commission (Steve Edwards, Chair) for a worksession with the Mayor and Council be considered as the Commission feels that clarification needs to be forthcoming considering the methods appropriate in establishing fair and just compensation.
4. That the Mayor and Council reconvene the Charter Review Commission for the purpose of studying and identifying the type of government that would best suit the future of the City of Rockville.

There being no further business, Steve Edwards made a motion to adjourn the meeting at 7:50 p.m. The motion was duly seconded by Robert Wright and unanimously passed. The members then met with the Mayor and Council in worksession in the Mayor and Council Chamber to further discuss their recommendations.

**Attachments:**

Memo of transmittal from Claire F. Funkhouser to the Mayor and Council dated March 26  
2003 Report of the Compensation Commission dated March 25

# COMPENSATION SURVEY OF MARYLAND'S TEN LARGEST CITIES

As of July 15, 2004

MUNICIPALITIES	POPULATION 2000 CENSUS	ANNUAL/ OPERATING BUDGET 2004	NUMBER OF COUNCIL MEMBERS	MAYOR ANNUAL SALARY	CITY COUNCIL ANNUAL SALARY	Structure	HEALTH BENEFITS
Annapolis, MD	35,000	OP 54,924,440	8 aldermen 4 yr term	\$65,000 (FT)	\$12,000 (PT)	Mayor is the CEO	No Mayor or Council Benefits
Bowie, MD	50,269	AN 33,711,000 OP 31,671,100	6 Council 2 yr term City Mgr	\$13,971 (PT)	\$8,679 (PT)	Council/Manager form of gov't	Official pays full cost at City rates. Mayor only receives a cell phone and City pays all usual travel expenses (mileage, meetings, conferences)
College Park, MD	23,714	AN 12,569,265 OP 9,546,145	8 Council 2 yr term City Mgr.	\$6,000 (PT)	\$4,000 (PT)	Council/Manager form of gov't	Official may buy health insurance at City rates at full cost
Cumberland, MD	21,518	OP 36,843,929	4 Council 4 yr term City Adm.	\$7,200 (PT)	\$4,800 (PT)	Council/Manager form of gov't	Health/dental currently not offered to Mayor & Council
Frederick, MD	53,500	OP 67,377,161	5 Aldermen	\$65,000 (FT)	\$13,000 (PT)	Mayor - Administration of city affairs All work and improvements ordered by the board of aldermen in any branch or dept of the city shall be made or done under the general supervision of the mayor unless otherwise provided.	City pays 85% for Mayor. Mayor pays 15%. Council is part-time & do not have all leave & holidays like full-time employees
Gaithersburg, MD	52,613	AN \$31,703,864 OP 27,866,126	5 Council 4 yr term City Mgr	\$7,500 (PT)	\$6,000 (PT)	Council/Manager form of gov't	Official pays full cost at City rates
Greenbelt, MD	21,456	OP 17,989,700	4 Council 2 yr term City Mgr	\$6,000 (PT)	\$5,000 (PT)	Council/Manager form of gov't	Offl pays full City cost. MetLife PPO Dental Plan - 2/3 paid by City and 85% health paid based on POS of med ins (Blue Cross CareFirst - HMO/POS/PPO)
Hagerstown, MD	35,445	OP 84,132,393	5 Council 4 yr term City Admin.	\$28,000 (FT)	\$8,000 (PT)	Council/Manager form of gov't	Health/dental offered to Mayor & Council
Rockville, MD	47,388	OP 69,749,558	4 Council 2 yr term City Manager	\$16,421 (PT)	\$13,200 (PT)	Council/Manager form of gov't	City pays 80% of lowest cost plan. Benefits become active upon entering office
Salisbury, MD	23,743	OP 30,785,000	5 Council 4 yr term Executive Officer	\$21,666 (FT)	\$10,833 (PT)	Council/Manager form of gov't	Official pays full cost at City rates and City pays for all usual travel expenses (mileage, meetings, conferences)

# **COMPENSATION SURVEY OF VIRGINIA LOCAL GOVERNMENTS** **As of July 15, 2004**

MUNICIPALITIES	POPULATION 2000 CENSUS	2000 ESTIMATED POP.	Number Council Members	Mayor Annual Salary	Mayor Term (Years)	City/Council Manager Salary	Structure	HEALTH BENEFITS
Alexandria, VA	123,200	479,200,000	6 Council 3 yr term City Manager	\$30,500 (PT)		\$27,500 (PT)	Council/Manager form of gov't	Receive same benefits provided by City employees
Herndon, VA	22,564	OP 35,292,454 AN 37,872,458	6 Council 2 yr term Town Manager	\$6,000 (PT)		\$4,000 (PT)	Council/Manager form of gov't	N/A
Leesburg, VA	34,470	AN 69,698,342	6 Council	\$8,500 (PT)		\$8,000 (PT)	Council/Manager form of gov't	Official pays full cost at City rates



## **FY 04 Mayor and City Council Activities**

### **Formal Meetings**

23 regular Mayor and City Council Meetings  
21 Mayor and City Council Work Sessions  
10 MML Chapter Meetings  
6 Special Master Plan Meetings  
4 Joint Meetings with City of Rockville, Board of Education, or Park & Planning

### **Annual Events Attended by Mayor and Most Council Members**

4<sup>th</sup> of July Ceremony  
National Night Out Against Crime  
Montgomery County Fairground Opening  
Labor Day Parade  
Olde Towne Day  
Octoberfest  
Veterans Day  
Legislative Dinner  
Winter Lights Premiere Night  
Twilight Tradition Tree Lighting  
Mayor and Council Retreat  
State of the City Dinner  
Annual Meeting with Planning Commission  
Martin Luther King Day Observance  
Annual Meeting with District 17 Delegation  
Gaithersburg Day in Annapolis  
St. Patricks Day Parade  
Freedom Fund Dinner

### **CoG/NLC, etc.**

CoG Board of Directors (John)  
CoG Public Safety Policy Committee (Sidney)  
CoG Human Services Policy Committee (Sidney)  
CoG Metro Development Policy Committee (John/Stan)  
CoG Transportation Planning Board (Stan/Ann)  
CoG Chesapeake Bay Policy Committee (Geri)  
NLC Community & Economic Development Steering Committee (Henry)  
NLC Finance Administration & Intergovernmental Relations Steering Committee (Sidney)  
NLC Information Technology & Communications Steering Committee (Stan)  
Joint Montgomery/Prince Georges County Gang Task Force (Sidney)

### **Other Activities**

Testimony before Park and Planning, County Council, and General Assembly  
Attending Council in the Communities Meetings  
Attending City Committee Meetings as Council Liaison  
Chamber of Commerce Meetings  
Grand Openings/Groundbreakings  
Various Meetings with Citizens/Developers/Businesses  
Various Special Events (This month's events include: Quince Orchard Park Parade, Grace Church Celebration, Meeting with Students for GHS 100 Year Anniversary, Employee Picnic, Latino Festival, an Employee Retirement, MedImmune Grand Opening, Principals Luncheon, Columbia Festival, and Judging MedImmune Employee Art Contest)

# **PLANNING COMMISSION COMPENSATION SURVEY OF LOCAL JURISDICTIONS** As of July 15, 2004

MUNICIPALITY	EXISTING PLANNING COMMISSION?	COMPENSATION or STIPEND GIVEN?	\$ AMOUNT	NOTES
Annapolis, MD	YES	NO *See Notes	N/A	Do Provide For: ▶ Annual APA Newsletter Subscription for each Commissioner ▶ 1 Commissioner to Attend a Conference Per Year (likely APA)
Bowie, MD	YES	NO *See Notes	N/A	Termed: ADVISORY PLANNING BOARD
College Park, MD	YES	YES	\$50 per meeting	Termed: ADVISORY PLANNING BOARD
Cumberland, MD	YES	NO *See Notes		Termed: MUNICIPAL PLANNING & ZONING COMMISSION; however, the ZONING BOARD receives \$25 bi-weekly compensation
Fairfax City, VA	YES	YES	\$40 per meeting	Paid \$40 per meeting regardless of meeting length
Falls Church, VA	YES	YES *See Notes	\$100-150/month	▶ The Chairperson is paid \$150 monthly ▶ Each Commissioner/Member is paid \$100 monthly
Frederick City, MD	YES	YES	\$25 per meeting	Planning Commissioners typically attend 2 meetings per month: 1) Development Review Committee meeting 2) Planning Commission meeting
Frederick County, MD	YES	YES	\$75 per meeting	
Gaithersburg, MD	YES	YES	\$240/year	Do Provide For: ▶ Annual APA Newsletter Subscription/Membership for each Commissioner ▶ 2 Commissioners to Attend Annual APA Conference Per Year
Greenbelt, MD	YES	NO	N/A	Termed: ADVISORY PLANNING BOARD
Hagerstown, MD	YES	NO	N/A	
Ocean City, MD	YES	YES	\$40 per meeting	Paid \$40 per meeting regardless of meeting length Termed: PLANNING and ZONING COMMISSION
Rockville, MD	YES	NO	N/A	
Salisbury, MD	YES	NO	N/A	
Takoma Park, MD	NO	N/A	N/A	
Vienna, VA	YES	YES	\$150 per month	